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May 23, 2014

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H.  
Director and Health Officer

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO ACCEPT A NOTICE OF AWARD FROM THE CENTERS FOR DISEASE CONTROL AND PREVENTION FOR PUBLIC HEALTH EMERGENCY PREPAREDNESS AND THE HOSPITAL PREPAREDNESS PROGRAM**

This is to notify you that I am exercising the delegated authority approved by your Board on June 6, 2012, to accept future amendments from the Centers for Disease Control and Prevention (CDC) that are consistent with the requirements of Notice of Award (NA) 5U90TP000516-01 that allow for the redirection of funds, subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office.

Under this authority, I will accept CDC NA 5U90TP000516-02 REVISED, Amendment 7, issued on April 11, 2014, for the Public Health Emergency Preparedness (PHEP) and Hospital Preparedness Program (HPP) Cooperative Agreement for the period July 1, 2013 through June 30, 2014 (Budget Year 2).

This amendment authorizes the redirection of funds in the amount of \$2,110,250 within two funding categories of the CDC PHEP and HPP Cooperative Agreement: Base and Cities Readiness Initiative, as follows:

**Base:**

A total of \$1,404,644 will be redirected from various line items to:

**Contractual:** A total of \$88,092 will be used to upgrade the Public Health Laboratory's (PHL) or the Department of Public Health's (DPH) Response Network security system (\$47,692) and provide facility training for DPH's building emergency coordinators, facilities management personnel, and safety personnel (\$40,400).

**Travel:** A total of \$9,772 will support staff attendance at the Public Health Informatics Conference, the American Society for Microbiology General Meeting, External Communication Health Academy Conference, and the Health 2014 Conference.

**Equipment:** A total of \$756,598 will be used to procure PHL testing equipment to support and enhance the laboratory emergency response by improving the separation and identification of pathogens and biological or chemical agents, expand the wireless infrastructure in DPH's data center to ten public health emergency response sites that will be utilized during emergency operations, and upgrade the PHL information systems and lab computing infrastructure to improve access of the laboratory information systems during an emergency.

**Supplies:** A total of \$122,025 will be used to procure field operation supplies to support emergency preparedness, laboratory supplies for patient samples, laboratory software to interface with the State and CDC, desktop computers to support the Department's Operation Center, and basic cardiac life support supplies for licensed clinical professional staff.

**Other Budget Category:** A total of \$160,111 will be used to install video conferencing equipment and upgrade the video recording system to enhance emergency preparedness planning and emergency response operations.

**Indirect Cost:** A total of \$268,046 is needed to reflect the current County indirect cost rate.

**Cities Readiness Initiative:**

A total of \$705,606 will be redirected from various line items to:

**Contractual:** A total of \$17,119 will be used to support DPH warehouse personnel responsible for packaging 204 Points of Dispensing (POD) kits needed for POD operations.

**Travel:** A total of \$7,610 will support staff attendance at the Homeland Security Exercise and Evaluation Program training course and a Flu Preparation and Forecasting Workshop.

**Equipment:** A total of \$294,894 will be used to procure warehouse equipment to support inventory management required during an emergency response and to upgrade PHL's computer infrastructure system to serve as the disaster recovery site for critical information.

**Supplies:** A total of \$326,831 will be used to procure medical countermeasure dispensing supplies to support existing medical countermeasure plans, forthcoming interagency plans and exercises, and computer related supplies to support emergency preparedness personnel.

**Indirect Cost:** A total of \$59,152 is needed to reflect the current County indirect cost rate.

All other terms and conditions of the original NA remain in effect.

County Counsel has reviewed and approved CDC NA 5U90TP000516-02 REVISED, Amendment 7 as to use and this delegated authority action.

If you have any questions or require additional information, please let me know.

JEF:bh  
#02974

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors